



# Arizona Department of Education

## Assessment Section

<http://www.ade.az.gov/standards>

# AIMS UPDATE FOR TEST COORDINATORS

Superintendent Tom Horne

June 2005

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We recommend that recipients of the AIMS Update communicate the information to superintendents, charter representatives, principals, school test coordinators, teachers, special education directors, curriculum directors, counselors, assistant principals, students, and parents.

## TESTING CALENDAR FOR

### FALL 2005

|                         |                       |
|-------------------------|-----------------------|
| <b>October 25, 2005</b> | AIMS HS - WRITING     |
| <b>October 26, 2005</b> | AIMS HS - READING     |
| <b>October 27, 2005</b> | AIMS HS - MATHEMATICS |

For high schools that are not in session during October 25 – 27, the district superintendent or the charter representative must send a letter on official letterhead requesting permission to administer the Fall 2005 AIMS HS on the alternate dates of November 1, 2, and 3. The school's/district's official calendar for 2005-06 must be included in the request. Mail or fax the request by **August 15** to

Irene Hunting  
Director of State Test Administration, ADE  
1535 W. Jefferson St. Bin 6  
Phoenix, AZ 85007  
Fax: 602.542.5467

## TESTING CALENDAR FOR

### SPRING 2006

#### *TerraNova*

|                           |   |
|---------------------------|---|
| <b>April 3 – 21, 2006</b> | Schedule 2 days for Grade 2<br>Schedule 1 or 2 days for Grade 9 |
|---------------------------|---|

#### AIMS DPA

|                           |  |
|---------------------------|--|
| <b>April 3 – 21, 2006</b> | Schedule 4 days of testing with<br>additional days for make-up |
|---------------------------|--|

#### AIMS HS

|                          |                                  |
|--------------------------|----------------------------------|
| <b>February 28, 2006</b> | AIMS HS - WRITING                |
| <b>March 1, 2006</b>     | AIMS HS – READING                |
| <b>March 7, 2006</b>     | AIMS HS – WRITING make-up        |
| <b>March 8, 2006</b>     | AIMS HS – READING make-up        |
| <b>April 4, 2006</b>     | AIMS HS – MATHEMATICS            |
| <b>April 18, 2006</b>    | AIMS HS – MATHEMATICS<br>make-up |

For high schools that are not in session on one or more of the Spring 2006 AIMS HS dates, follow the guidance above to request permission to test on alternate dates.

## RECAP OF SPRING 2005 TESTING

The first administration of the new AIMS DPA, the revised AIMS HS, and *TerraNova* went very well. While there were some issues with the retrieval of test materials, overall the process went more smoothly than last year. There were very few problems with how the testing materials were packaged for return, and there were very few scoring problems due to miscoding of answer documents. Thanks to all test coordinators for your tireless efforts during testing season. You did a great job!

The AIMS tests administered in 2005 were the first to be aligned to the 2003 content standards, so new cut scores for the tests had to be established. In May, nearly 140 educators worked in standard setting committees for three days to set the new cut scores. The State Board of Education approved the new cut scores and a new vertical scale for AIMS DPA on May 12. The 2005 scale score tables can be found on the ADE website:

<http://www.ade.az.gov/researchpolicy/AIMSResults/>

Even with the standard setting in May, test reports are still on schedule for delivery in early June. *TerraNova* reports were due to districts and charter operators by June 1. AIMS HS reports were due by June 2. AIMS DPA reports are due by June 10.

ADE is grateful for CTB/McGraw-Hill's extraordinary efforts at meeting these deadlines. No other state or testing company has ever administered a new test, completed a new standard setting, and delivered reports this quickly.

Test results for individual students may be shared immediately with the students, parents, teachers, and other staff in order to make educational decisions related to specific students. Aggregate test scores are embargoed and are not to be shared with the public until ADE's public release on July 13.

Districts and charter operators will also receive, with their test results, a guide to test interpretation for AIMS HS and AIMS DPA. Additional copies of these documents can be downloaded from the ADE website:

<http://www.ade.az.gov/standards/aims/Administering/>

## GENERAL INFORMATION ABOUT TESTING FOR 2005-06

In an effort to improve communication between ADE and test coordinators, and CTB and test coordinators, all districts and charter operators are asked to submit a test coordinator information sheet (see last page of this *AIMS Update*) to ADE by **August 15, 2005**.

This year, all pre-id student bar code labels will be generated automatically using data in SAIS. It is extremely important that SAIS data submissions are timely and accurate. Test labels for the Fall 2005 administration of AIMS HS will be generated based on data that is in SAIS on **August 24, 2005**.

For the first time ever, schools will be provided with re-rostered AIMS test results. Schools will now be able to have test results for students who are currently enrolled but were in a different school last spring during testing.

AIMS HS results will be re-rostered based on SAIS enrollment as of **September 7, 2005** with re-rostered reports delivered to districts and charter operators by October 3.

AIMS DPA results will be re-rostered based on SAIS enrollment as of **October 5, 2005** with re-rostered reports delivered to districts and charter operators by November 1.

## TESTING ACCOMMODATIONS

The testing accommodations allowed on AIMS HS, AIMS DPA, and *TerraNova* are under revision again this summer. The revised guidelines will be posted to the ADE website by August 1.

## SCIENCE AIMS

The Science AIMS test is scheduled to be field tested in Spring 2007 and will be operational in Spring 2008. Science AIMS committees met in April and June 2005 to develop draft test blueprints and draft test item specifications. Item writing is scheduled to begin this winter.

The Science AIMS at Grade 4 will focus on earth and space science. Grade 8 will focus on physical science. At high school, the Science AIMS will be an end of course biology exam to be administered in either Grade 9 or 10. Science AIMS is not currently a high stakes exam in high school.

## PRE-TEST WORKSHOPS FOR FALL AIMS HS ADMINISTRATION

Every district and charter operator that serves students in cohorts 2007, 2006, and below (generally grades 11 and 12) must send the designated district or charter operator test coordinator to one of the fall pre-test workshops. Attendance at the pre-test workshops is limited to two individuals per district or charter operator. These pre-test workshops utilize the train the trainer model. District and charter operator test coordinators are responsible for training school and site test coordinators within their district or charter.

The half-day workshops will be offered during the week of September 19, in Phoenix, Tucson, and Flagstaff. Arrangements for the pre-test workshops are being finalized. Registration will be available via the ADE Calendar of Events by the end of June. **Deadline for registration is August 31, 2005.**

## PARTICIPATION RULES CHANGED FOR FALL AIMS HS

Beginning with the Fall 2005 AIMS HS test administration, students who have previously met, but not exceeded, on a content area of AIMS HS may retake that content area. Proficient students who wish to retake one or more content areas of AIMS HS in an effort to "Exceed the Standard" may test during the Fall 2005 AIMS HS administration.

Schools are asked to establish a sign-up process for students who have already "Met the Standard" on a particular content area and want to retest. If additional proficient students, who did not sign-up to retest, want to retest, they may be allowed to do so if sufficient test materials are available. Schools are not obligated to retest proficient students who did not sign-up to retest.

## ORDERING TESTS FOR FALL AIMS HS

Ordering tests for Fall 2005 AIMS HS administration will occur via a secured CTB enrollment website in August. There will be three separate test books, one each for Writing, Reading, and Mathematics. Writing and Reading will still be in one answer document. Schools are expected to order only the quantity of tests needed to test all students who have not yet "Met the Standard" and the proficient students who have signed-up to retest.

An excessive amount of test materials were returned to the testing company unused last year. If this continues in future test administrations, ADE will consider establishing an excessive materials charge for districts and charter operators who habitually over order.

## **KEY EVENTS FOR FALL 2005 AIMS HS**

**August 1** – New testing accommodations guidelines posted to ADE website

**Early to mid-August** – CTB On-line enrollment  
(Exact dates TBD)

**August 15** – Test Coordinator Information Sheet due

**August 24** – Student data pulled from SAIS for labels

**August 31** – Deadline to register for Pre-Test Workshop

**Early Sept.** – Test Administration Directions and Test Coordinator's Manual posted to ADE website

**Sept. 7** – Student data pulled from SAIS for re-rostering

**Sept. 19-22** – Pre-Test Workshops

**October 3** – Re-rostered AIMS HS results due to districts and charter operators

**Early October** – delivery of test materials  
(Exact dates TBD)

**October 25, 26, 27** – AIMS HS Administration

**Early November** – Retrieval of test materials  
(Exact dates TBD)

## **2006 HIGH SCHOOL GRADUATION**

Beginning in 2006, students graduating from Arizona public schools must pass all three content areas of AIMS HS. For students who have yet to pass, there are two more opportunities for retesting prior to graduation in May 2006 -- Fall 2005 and Spring 2006.

Fall 2005 AIMS HS test results are due to districts and charter operators in mid-December. Spring 2006 AIMS HS Writing/Reading results are due to districts and charter operators in mid-April. Spring 2006 AIMS HS Mathematics results for graduating seniors will be to district and charter operators in mid-May.

Recent legislation allows students graduating in 2006 or 2007 to apply grades in some high school classes towards AIMS HS scores. The State Board of Education is still working out the details of this plan.

## **BE A PART OF THE "ARIZONA GROWN" AIMS PROGRAM**

ADE has a continuing need for teachers to be a part of the development of test items, field test items review, item selection, and standard setting. Teachers are needed from all grade levels, all content areas, all regions of the state, from large and small schools, and from district and charter schools. To apply for an AIMS committee, please complete and submit the application found at:

<http://www.ade.az.gov/standards/aims/downloads/AIMSCommitteeApplicationForm.doc>

### **CONTACT INFORMATION**

#### **Accountability Division**

Dr. Donna W. Lewis, Associate Superintendent  
Sharon Hendrickson, Administrative Assistant  
Telephone: 602-364-1955

#### **Assessment Section**

Telephone: (602) 542-5031  
Fax: (602) 542-5467

<http://www.ade.az.gov/standards>

#### **To add your name to Test Coordinators Email list:**

Angeles Rothermel  
Email: [arother@ade.az.gov](mailto:arother@ade.az.gov)

#### **AIMS Test Administration Questions:**

[AIMS/DPA@ade.az.gov](mailto:AIMS/DPA@ade.az.gov)

Roberta Alley, Deputy Associate Superintendent of Assessment  
Telephone: (602) 364-1164  
Email: [ralley@ade.az.gov](mailto:ralley@ade.az.gov)

Irene Hunting, Director of State Test Administration  
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Email: [ihuntin@ade.az.gov](mailto:ihuntin@ade.az.gov)

#### **CTB/McGraw-Hill:**

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## Test Coordinator Information Sheet

### School Year 2005-06

State Board of Education Rule R7-2-310 allows the superintendent or head of district to designate a test coordinator to act on his/her behalf. If no test coordinator is designated, then the superintendent or head of district will serve as the test coordinator.

To aid in effective communication between the Arizona Department of Education and test coordinators for districts and charter operators, please complete the following information. Fax or mail to the Assessment Section of ADE by **Monday, August 15, 2005**.

Name of District or Charter Operator:

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Name of Superintendent or Charter Representative:

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Name of District/Charter Operator Test Coordinator:

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Mailing address:

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Shipping address for test materials (no PO Boxes):

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Phone number(s) for Test Coordinator:

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E-mail address(es) for Test Coordinator:

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Submit to:     Assessment Section  
                 Arizona Department of Education  
                 1535 W. Jefferson St., Bin 6  
                 Phoenix, AZ 85007

FAX: 602.542.5467

**Due Date:**     **August 15, 2005**